

**GENEVA TOWNSHIP
Van Buren County
Application for Division of Land**

Date _____

Applicant Name _____ Owner name (if different) _____

Address _____ Address _____

City/State/Zip _____ City/State/Zip _____

Phone Number of applicant _____

Identifying number of parcel to be divided **Parent Tract: #80-09-** **Map #** _____

"Legal" description of proposed new parcel(s) including parent parcel (attach survey)

Sketch with dimensions (show original and all "resulting parcels").

Show locations of existing structures, wells & septic systems (you may use reverse side, additional pages, or attach survey).

Sketch

In order to process and approve a land division, the following requirements must be met (Michigan Public Act 591, 1996; Public Act 87. 1997):

- 1. Furnish proof that taxes are paid to the extent due (attach copy of latest paid tax bill receipt).**
- 2. Each "resulting" parcel that is a "development" site must be "Accessible" as defined by section 102(j) (existing or proposed driveway or easement to public road).**
- 3. Each "resulting" parcel that is less than 10 acres cannot have a depth to width ratio of more than four (4) (depth cannot exceed 4 times width).**
- 4. The division must meet the requirements of section 108 (numerical limits).**
- 5. The division must meet the requirements of International Fire Prevention Code Ordinance #14, amendment #4, July 10, 2001.**
- 6. A non-refundable land division application fee of \$100.00 must accompany this application. (Make check payable to Geneva Township.) If split is denied or cannot be corrected to comply with law \$75.00 will be refunded by the Township. Upon completion of this application and receipt of the fee the Township will issue approval or denial of the division within 45 days.**

Submit application to:

Nancy Ann Whaley, Geneva Township Supervisor, 63133 16th Avenue, Bangor, MI 49013-9661.

GENEVA TOWNSHIP**Split Application Instructions**

Fill in name and mailing address of owner (and agent if applicant is not the owner).

The identifying number of the parcel contains 12 digits, begins with 80-09- and can be found on a tax bill, an assessment notice, or can be obtained from supervisor, assessor or treasurer.

"Legal" descriptions may require the assistance of an attorney or someone who has knowledge of land description language. Descriptions of each new parcel are required. You may use the reverse side of the application if more room is required, or attach separate pages.

Please provide a sketch of how the original (parent) parcel is to be divided. Show all "resulting" parcels. Show dimensions. Again, the reverse side of the form may be used, you may attach separate pages, or attach a copy of a survey.

In order to process the application, taxes on the original parcel must not be past due.

IMPORTANT: The tax bill for the original parcel will not be divided until the following year. The parties to the transaction should be in agreement on how to divide the current tax bill which will be mailed in December.

Items 2 - 5 at the bottom of the application relate to requirements of the Land Division Act. Briefly, you cannot create a landlocked parcel, each resulting parcel must have access to a road. Each resulting parcel that is less than 10 acres must have a depth of no more than four (4) times its width. The formula for determining the number of allowable divisions is complicated and a certain number of allowable divisions can be conveyed to resulting parcels. Generally, each parcel in existence as of March 31, 1997, with some exceptions, has a minimum of four (4) allowable divisions. Parcels of 20 acres or more have more than four (4) allowable divisions according to total acreage.

Upon completion of this application and receipt of the fee the Township will issue approval or denial of the division within 45 days.